



KENTUCKY EMERGENCY MANAGEMENT

Matthew G. Bevin
Governor

100 Minuteman Parkway
Boone National Guard Center
Frankfort, KY 40601-6168

Michael E. Dossett
Director

Homeland Security Exercise and Evaluation Program (HSEEP) **January 18-19, 2017** **9:00AM to 4:30PM**

Stratton Community Center, 215 Washington Street, Shelbyville, 40065
Offered in Partnership By:
Kentucky Division of Emergency Management (KYEM)
and Shelby County Office of Emergency Management

Course Description:

The HSEEP Training Course is an intermediate-level training course that incorporates exercise guidance and best practices from the HSEEP Volumes. Throughout the course, participants will learn about topics including exercise program management, design and development, conduct, evaluation, and improvement planning. The HSEEP Training Course is an interactive course that allows participants to share personal lessons learned and best practices while gaining practical experience. In addition to the instructor-led course presentations, the course includes small group activities, videos, and group discussions. The course also provides overviews of HSEEP-related initiatives such as technology and capabilities-based planning (e.g., Core Capabilities List). This blended approach will give participants hands-on experience that readily translates to real-world exercise skills. Activities include creating exercise documentation, conducting exercise planning conferences and briefings, and practicing exercise evaluation.

Student Criteria:

Individuals involved in exercise programs and/or exercise design, development, conduct, control, evaluation, and improvement planning are encouraged to attend the HSEEP Training Course. **You MUST be at least 18 years old to register for this class.**

Special Notes:

A MINIMUM # twenty (20) advance student registrations is REQUIRED and must be received by **January 6, 2017** in order to conduct this course. You are considered accepted as a student in this class upon receipt of your application by this office so you will not receive a letter acknowledging that acceptance. Meals, lodging, and travel arrangements/expenses are the responsibility of the student and will **NOT** be reimbursed by KYEM.

Registration:

Registration application for the course can be completed using the following link: www.kyem.ky.gov/training and click on register. It is important that you register using proper name as you want it to appear on your certificate. Students will be notified if the course is cancelled. For this reason, it is imperative that you provide accurate email/contact information.

For more information, contact:

Janine Bennett,
Administrative Officer Area 3 & 4, KYEM
Office: 502-607-2640
janine.bennett.kyem@gmail.com

